(When Filled In)

Name (Last-First-Middle)

## CERTIFICATION OF SEPARATING EMPLOYEE

Litt politica Making to

| MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOI | MEMORANDUM FOR | THE RECORI | - ATTACH | TO | OFFICIAL | PERSONNEL | FOLDER |
|--|----------------|------------|----------|----|----------|-----------|--------|
|--|----------------|------------|----------|----|----------|-----------|--------|

| I herel  | by ac | knowl | .edge | the  | receipt  | of | the  | following | forms | and/or | information | concerning | щy |
|----------|-------|-------|-------|------|----------|----|------|-----------|-------|--------|-------------|------------|----|
| separa   | tion  | from  | CIA a | as i | ndicated | ру | chec | ck mark:  |       |        |             | _          | -  |
| <u> </u> |       | ····· |       |      | ·        |    | ···· |           |       |        |             |            |    |

- 1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation).
- 2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance).
- 3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employers' Group Life Insurance Act of 1954).
- 4. Standard Form 2802 (Application for Refund of Retirement Deductions).
- 5. Form 2595 (Authorization for Disposition of Paychecks).
- 6. Applicable to returnee (resignee from overseas assignment).

  I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being.
  - ☐ Appointment arranged with Office of Medical Services.
  - Appointment for Office of Medical Services examination declined.
- 7. I have been informed of "conflict of interests" policy of the Agency and foresee no problem in this regard concerning my new employment.
- 8. Form 71 (Application for Leave).
- 9. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty).
- 10. Instructions for returning to duty from Extended Leave or Active Military Service.

Signature of Employee

Date Signed

25°00768

Address (Street, City, State, Zip Code)

Correspondence

,4202 DUVANN ST ALEX VA

SECRET

APPROVED FOR RELEASE

DATE: 26-May-2010